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NO

VCSA WASHINGTON DC//DACS-ZB//

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CINCUSAREUR HEIDELBERG GE//AEACC//

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UNCLAS

SUBJ: PRESERVATION OF WARTIME RECORDS

1. THE LESSONS WE LEARNED FROM OPERATIONS DESERT SHIELD AND STORM REINFORCE THE NECESSITY TO MAINTAIN AND PRESERVE THE RECORDS CREATED BY OUR UNITS IN WARTIME AND CONTINGENCY OPERATIONS. THESE DOCUMENTS PROVIDE THE HISTORICAL RECORD OF OPERATIONS AND ASSIST IN CONGRESSIONALLY MANDATED REGISTRY OF UNIT LOCATIONS AND ASSIGNED PERSONNEL. THE DATA FROM UNIT RECORDS HELPED IDENTIFY VETERANS WHO WERE EXPOSED TO AGENT ORANGE OR TRAUMATIC EVENTS IN VIET NAM, AND CURRENTLY SERVES AS THE SOURCE FOR IDENTIFYING INDIVIDUALS WHO WERE POSSIBLY EXPOSED TO ENVIRONMENTAL HAZARDS IN THE GULF WAR. IT IS NECESSARY THAT WE PRESERVE THIS INFORMATION IN ORDER TO PROPERLY CARE FOR OUR SOLDIERS AND VETERANS.

COL DAVIS, AAT-PGI
SAMR, 614-8042

For *PSA White*, COL, GS, XOVCSA
GEN GRIFFITH, VCSA, 693-4371
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2. TO ASSIST IN THIS REGARD, APPROPRIATE PERSONNEL SHOULD BE INFORMED OF THE IMPORTANCE OF MAINTAINING AND PRESERVING RECORDS CREATED DURING WARTIME AND CONTINGENCY OPERATIONS. DUE TO THE HIGH PERSONNEL TURBULENCE IN OPERATIONAL UNITS, SUGGEST STANDARD VERBIAGE BE INSERTED IN TACTICAL SOPS TO HIGHLIGHT THE FOLLOWING: STAFF JOURNALS SHOULD BE MAINTAINED ON A DAILY BASIS DURING WARTIME AND CONTINGENCY OPERATIONS IN ALL UNITS THROUGH THE SEPARATE COMPANY LEVEL; DAILY STAFF JOURNALS AND SUPPORTING DOCUMENTS SHOULD BE PRESERVED AND MAINTAINED INDEFINITELY; AND SIGNIFICANT INFORMATION (INCLUDING DAILY UNIT GRID COORDINATES) SHOULD BE ENTERED INTO STAFF JOURNALS.

3. THE INFORMATION IN OUR RECORDS IS IMPORTANT AND IS USED TO HELP TAKE CARE OF SOLDIERS. IT SHOULD BE PRESERVED FOR FUTURE ANALYSIS, INCLUDING THE STUDY OF LESSONS LEARNED AND HISTORICAL REVIEW. THANK YOU FOR YOUR SUPPORT IN THIS ENDEAVOR.

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